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CENTRAL INTELLIGENCE AGENCY

EXECUTIVE MEMORANDUM

OFFICE OF THE DIRECTOR

EXECUTIVE MEMORANDUM No. 18

DATE 27 June 1962

MEMORANDUM FOR:

DEPUTY DIRECTOR (PLANS)
DEPUTY DIRECTOR (INTELLIGENCE)
DEPUTY DIRECTOR (RESEARCH)
DEPUTY DIRECTOR (SUPPORT)
COMPTROLLER
INSPECTOR GENERAL
GENERAL COUNSEL
ASSISTANT DIRECTOR
FOR NATIONAL ESTIMATES

Mr. Elder & Col. Hogan

[Redacted Box]

O/DCI:mgo

1 - to each of above

1 - Exec Registry

✓ 1 - Executive Director

This memorandum contains information for the addressees. Addressees may give this memorandum additional circulation within their components as required. All copies should be **destroyed** not filed, upon completion of circulation. A master file will be kept in the Executive Director's Office and will be available upon request.

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27 June 1962

SUBJECT: The Release of Publications, Speeches, or News Statements

On 20 June 1962, Mr. Pierre Salinger met with a number of senior Public Relations Officers of the Government to assess the coordination of information and to advise all present of the policies controlling public statements by Presidential appointees and also by other Government officials wherein the public statements, whether written or oral, concern another government department, a foreign country, or a foreign individual. Mr. Salinger pointed out, as a reminder, that whenever a public statement, special article or other, affects another U.S. Government department, or touches on foreign policy or on a foreign government, or a foreign individual, such statements should be submitted as early as possible, and in no case later than 48 hours before the date of public issuance to the Office of the Assistant Secretary of State for Public Affairs. It was also brought out in this meeting that the White House wants to be informed of any newsworthy activity of senior Government officials. In matters of this nature, it is the responsibility of Stanley J. Grogan, Assistant to the Director, to get in touch with the White House or the Department of State.

For your information, Mr. Frederick G. Dutton, Assistant to the President, advised all Agency Heads on 28 February 1961 that public statements of Presidential appointees with major policy statements or significant news statements should be forwarded to the White House for informational purposes as early as possible and no later than 48 hours in advance of the release. This particular requirement applies to the Director and the Deputy Director since they are the only Presidential appointees in the Central Intelligence Agency.

Attention is invited to the procedures outlined in our own Regulation concerning the approval of requests for publications, speeches, or statements by Agency personnel. In no event, should any publication, speech, or significant news statement be released without the prior approval of Colonel Grogan. You are requested to inform the appropriate members of your staff of the requirements set forth in this memorandum.

(signed) Lyman B. Kirkpatrick

JUN 28 1962

Lyman B. Kirkpatrick
Executive Director

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